



RICHARD  
SANDOVAL  
HOSPITALITY

## FOOD MENU DESIGN BRIEF REQUEST FORM & SOP

### PROJECT DESIGN DETAILS

PROJECT NAME	<b>Sunset Sips</b>
PROPERTY	<b>Zengo, West Bay, Doha</b>
SIZE (PIXELS = WEB) OR (INCHES = PRINT)	<b>A5</b>
ORIENTATION (PORTRAIT OR LANDSCAPE)	<b>Portrait</b>
DATE NEEDED	<b>09/01/2026</b>

### MENU SUBMITTAL SOP

#### STEP 1: OBTAIN APPROVALS

##### **FOOD MENUS: REQUIRED APPROVALS (INCLUDING SPECIAL HOLIDAY MENUS, RESTAURANT WEEK MENUS, ETC.)**

###### 1. Menu Brief Preparation:

- Property GM, Director of F&B, Executive Chef, Chef de Cuisine, or Head Chefs must ensure that menu briefs are thoroughly reviewed before submission.
- The brief should be checked for **grammar, spelling, allergens, and an associated cost** based on a **PMIX analysis and menu engineering**.
- Pricing should be **informed and included in the initial submission**, rather than added after approval.
- **Completed menu submission must be received no less than 14 days before the proposed change.**

###### 2. Initial Review:

- The Property GM, Director of F&B, Executive Chef, Chef de Cuisine, or Head Chefs send the menu brief to the **RSH Culinary Director & RSH Regional Director of Operations** for a preliminary review and discussion.

###### 3. Final Approval Process:

- The RSH Culinary Director will forward the reviewed brief to the **RSH VP of Operations** (CC Isabella Sandoval) for **final edits and approval**.

###### 4. Menu Design Kickoff & Distribution:

- Once final edits are made and the menu is approved, the **VP of Operations will upload the document into the RSH Culinary Teams folder**.
- **For Owned & Operated properties or those with contracted RSH Brand & Marketing oversight:**
  - VP of Operations will upload into **ClickUp** and assign it to the **Marketing team** for menu design updates, then route it to the **Regional Director of Operations and Culinary Director**.
- **For other properties:**
  - VP of Operations will upload into **ClickUp** and assign it to the **Regional Director of Operations and Culinary Director** for distribution to the **Property GM/Chef team**.

#### STEP 2: DESIGN DEVELOPMENT

EXISTING MENU EDITS: 1-2 business days once project is received via ClickUp by VP of Operations

NEW MENU DEVELOPMENT: 5 business days once project is received via ClickUp by VP of Operations

### MENU

*Please drop the menu content below on page 2.*



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### Bites

**Crispy Rice Salmon**, sushi rice, salmon tartare, lemon gel, tobiko E,F,G,S,SE40

**Crispy Rice Salmon**, fried sushi rice, salmon tartare, avocado yuzu, chuka wakame, chipotle yuzu ponzu E,F,G,S,SE 40

**Shrimp Roll**, spicy mayo, sesame seeds, spring onion C,E,G,S E40

**Yuzu Prawn**, tempura prawns, crispy quinoa, chive, yuzu chipotle C,E,G,SE 40

**Crispy Calamari**, five spices, chili lime vinegar D,E,G,MO 40

**Beef Tacos**, pickled cucumber, caramelized onion purée, coriander, green sauce G,S 40

**Vegetables Spring Roll**, glass noodles, lettuce, sweet soy sauce G,S,V 40

**Tori Karaage**, crispy fried chicken, korean aioli, sesame seeds E,G,SE 40

C crustaceans | CE celery | D dairy | E egg | F fish | G gluten | L lupin | MO mollusc | MU mustard | N nuts | P peanut | SE sesame | S soya | SU sulphites | V vegetarian | VG vegan

\*consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.